

## Privacy Statement for national experts on secondment (SNE)

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All personal data shall be processed in accordance with Regulation (EU) No 2018/1725 of the European Parliament and of the Council (OJ L 295, 21.11.2018, p. 39–98) on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data.

### 1. Why do we collect the data?

Applicant's data which is collected in respect of an application process will be kept to facilitate the management of the given process and any subsequent legal challenge to that process.

### 2. What kind of personal data do we collect?

The data which is retained includes the information contained in the application form/CVs and (if applicable) any additional data which is gathered or provided as part of the application process.

### 3. Which technical means do we use to process the data?

All the personal data is stored on internal ENISA servers. Any remote access during the application process facilitated using the secure internet protocols https. Access to the data is restricted to the Human Resources section and staff supporting the application process.

### 4. Who processes your personal data and for what purpose?

Individual data is processed by authorised staff in Human Resources, the Management of the organisational service concerned, the staff members participating to the selection, the IT and Finance services. Authorised staff from external bodies (e.g. Court of Auditors) may also have access to relevant personal data for audit control purposes.

### 5. Permission to use your data

By completing and submitting an application to ENISA, the data subject agrees that all data provided, whether obligatory or voluntary, will be processed for the purpose of the selection.

### 6. For how long does ENISA retain your personal information?

In relation to successful applicant's data is retained in ENISA for up to 10 years after the termination of secondment.

In relation to non-recruited applicant's the data is retained for a maximum of 2 years following the completion of the application process.

In relation to applicants placed on the reserve list the data will be retained for no longer than 2 years following the closure of the call for applications.

In relation to trainees completing a traineeship programme at ENISA, the data will be retained for no longer than five years following the completion of the traineeship program.

### 7. Right of access and rectification of your information



All candidates have the right to access personal data concerning them and they also have the right to correct those data, together with all other rights under Regulation (EU) No 2018/1725.

## **8. Right to recourse to the European Data Protection Supervisor (EDPS)**

You have the right of recourse at any time to the European Data Protection Supervisor at the following e-mail address: [edps@edps.europa.eu](mailto:edps@edps.europa.eu)

## **9. Further information**

You can contact the Agency's Data Protection Officer at the following e-mail address: [dataprotection@enisa.europa.eu](mailto:dataprotection@enisa.europa.eu)

You can also visit the European Data Protection Supervisor website at the following address: [www.edps.europa.eu](http://www.edps.europa.eu)

